



Foreign Affairs Handbook

4 FAH-1 - Financial Management Handbook

Transmittal Letter: FMH-39

Date: May 28, 2004

4 FAH-1 H-310, H-420, H-430, and H-610 UPDATES

MAJOR CHANGES:

1. Revisions since the last update are listed in paragraph 4 below. They appear in ***bold italics*** in the handbook. Other than formal titles, the bold italics will be removed the next time the material is updated. Only current changes will appear in bold italics. Bold italics provide a historical record of changes.

2. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental *Foreign Affairs Handbook* series generally have no regulatory validity (see 2 FAM 1115.2).

3. The updated subchapters are: H-310, H-420, H-430, and H-610.

4. **H-310 (33 of 50)**—Established new Alpha allotment codes R412 for Colombo, Sri Lanka, and R460 Kathmandu, Nepal (A/OPR/PRM)

5. **H-420 (3 of 71)**— Changed office symbol for organization code 012700 Office of Management Policy to M/P

6. **H-420 (5 of 71)**—Numerous changes were made to reflect PM's reorganization (PM).

7. **H-420 (21 of 71)**—Established new organization code 085600 Global Financial Systems Support (RM/DCFO/GFSS)

8. **H-420 (25 of 71)**—New codes were added, and old codes were realigned to reflect the reorganization of the Office of the Inspector General (OIG).

9. **H-420 (31 of 71)**—Modified office symbol and title 141600 to Office of Iraqi Affairs (NEA/I), and added codes, office symbols, and titles 141610 Iraq Reconstruction Management Office (NEA/I/IRMO), 141620 Iraq Reconstruction-Ministry Liaison Officers (NEA/IR/MLO), 141630 Iraq Reconstruction-Operations (NEA/IR/O), and 141700 will be discontinued as of 06/30/2004
10. **H-420 (36 of 71)**—Established new organization code 171914 Computer Investigations and Forensics Branch (DS/CR/CIF)
11. **H-420 (39 of 71)**—Established new organization codes 175234 Technical Analysis Branch (DS/CMP/TAB), 177400 Office of Overseas Protective Services (DS/IP/OPO), 177410 Facility Protection Division (DS/OPO/FPD), 177420 Operational Support Division (DS/OPO/OSD), and 177430 High Threat Protection Division (DS/OPO/HTP)
12. **H-420 (45 of 71)**—Established new organization code 183603 Regional Information Management Center – Ft. Lauderdale (IRM/RIMC/FTL)
13. **H-420 (59 of 71)**—Modified organization code 232220 Voluntary Visitors Division (ECA/PE/V/F)
14. **H-420 (61 of 71)**— Modified organization code 244230 Architectural Design Branch (OBO/DE/ADB)
15. **H-430 (29 of 79)**—Established new organization code 313065 Overseas Building Operations, Managua, Nicaragua (OBO)
16. **H-430 (29 of 79)**—Established new organization code 313465 Overseas Building Operations, Asuncion, Paraguay (OBO)
17. **H-430 (45 of 79)**— Established new organization code 346065 Overseas Building Operations, Kathmandu, Nepal (OBO)
18. **H-430 (51 of 79)**— Established new organization code 357865 Overseas Building Operations, Lome, Togo (OBO)
19. **H-610 (23 of 79)**—Established new budget object code 1169 for Bonus – PSC's FSN (RM)
20. **H-610 (32 of 79)**—Established new budget object code 1295 for Professional Credential, License, and Certification (RM)

FILING INSTRUCTIONS (paper copy only)

1. Remove and destroy the text of the old subchapters H-310, H-420, H-430, and H-610 and replace them with the attached subchapters.
2. After inserting the material in the binder, insert this transmittal letter immediately following the TL Checklist, then fill in the entry line for TL:FMH-39, and initial.

DISTRIBUTION NOTICE

1. The *Foreign Affairs Manual and Handbooks* (unclassified) official version can be found on State Department's Intranet site.
2. All posts and offices keeping paper versions of *Foreign Affairs Handbooks* are responsible for maintaining their FAHs on a current basis (see 2 FAM 1116.5), and for ensuring that all copies (including binders) are either retained or returned to A/RPS/DIR if no longer needed. When returning excess or unused materials include your office/post symbols and inform MMS/PB and your message center if you need to have your distribution reduced (this generally applies only to time-sensitive paper issuances). A/RPS/MMS/PRD, HST Room B-934, (202) 736-7470, FAX (202) 736-7472, handles all requests for paper copies, including non-Government users (include either fiscal information or payment with request, as appropriate).
3. Use KFAM and AINF TAGS on all communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/RPS/DIR. Direct questions concerning substance and interpretations to RM/DCFO/FPRA/FPMC. FPMC may be reached at (703) 516-1681.

(RM/DCFO/FPRA/FPMC)